महाराष्ट्र राज्य नाविन्यपूर्ण स्टार्ट-अप धोरण, २०१८ च्या अनुषंगाने इन्क्यूबेटर्सची स्थापना व विस्तार करण्यासंदर्भातील मार्गदर्शक तत्त्वे.

महाराष्ट्र शासन
कौशल्य विकास व उद्योजकता विभाग,
शासन निर्णय क्रमांक कौविउ-२०१८/प्र.क्र.१२९/अभियान-१,
२ रा मजला, मादाम कामा मार्ग, हुतात्मा राजगुरु चौक,
मंत्रालय, मुंबई-४०० ०३२.
दिनांक : १३ जून, २०१८.

वाचा : कौशल्य विकास व उद्योजकता विभाग शासन निर्णय क्रमांक कौविउ-२०१७/प्र.क्र.२४३/अभियान-१, दिनांक ०५/०२/२०१८.

प्रस्तावना :

राज्याच्या औद्योगिक तसेच आर्थिक विकासास चालना देण्यासाठी आणि देशातील बेरोजगारीच्या समस्येवर उपाययोजना करण्यासाठी नाविन्यपूर्ण संकल्पांवर आधारीत उद्योगांना प्रोत्साहन देण्याकरिता विभागाच्या दिनांक ०५/०२/२०१८ रोजीच्या शासन निर्णयान्वये "महाराष्ट्र राज्य नाविन्यपूर्ण स्टार्ट-अप धोरण, २०१८ (Maharashtra State Innovative Start-up Policy, 2018)" ला मान्यता देण्यात आली आहे. सदर धोरणाच्या अनुषंगाने इनक्युबेटर्सची स्थापना व विस्तार करण्यासंदर्भात मार्गदर्शक सूचना निर्गमित करण्याची बाब शासनाच्या विचाराधीन होती.

शासन निर्णय :

राज्याच्या औद्योगिक तसेच आर्थिक विकासास चालना देण्यासाठी आणि देशातील बेरोजगारीच्या समस्येवर उपाययोजना करण्यासाठी नाविन्यपूर्ण संकल्पांवर आधारीत उद्योगांना प्रोत्साहन देण्याकरिता "महाराष्ट्र राज्य नाविन्यपूर्ण स्टार्ट-अप धोरण, २०१८ (Maharashtra State Innovative Start-up Policy, 2018)" मंजूर करण्यात आले आहे. सदर धोरणाच्या अनुषंगाने राज्यात उद्योग व शैक्षणिक संस्थांच्या सहकार्याने इन्क्युबेटर्सचे विस्तृत नेटवर्क प्रस्थापित करुन त्याद्वारे स्टार्ट-अपच्या विकासाकरिता पोषक वातावरणनिर्मिती करुन त्यातून यशस्वी उद्योजक घडविण्याकरिता इनक्युबेटर्सची स्थापना व विस्तार करण्यासंदर्भातील सोबतच्या परिशिष्ट-अ मधील मार्गदर्शक सूचनांना शासन मान्यता देण्यात येत आहे.

२. सदर मार्गदर्शक सूचनांच्या अनुषंगाने इनक्युबेटर्सची स्थापना व विस्तार करण्यासंदर्भातील पुढील आवश्यक ती कार्यवाही महाराष्ट्र राज्य नाविन्यता सोसायटीने तात्काळ करावी.

३. सदर शासन निर्णय महाराष्ट्र शासनाच्या www.maharashtra.gov.in या संकेतस्थळावर उपलब्ध करण्यात आला असून त्याचा संकेताक २०१८०६१३१२१५४८३००३ असा आहे. हा आदेश डिजिटल स्वाक्षरीने साक्षांकित करून काढण्यात येत आहे.

महाराष्ट्राचे राज्यपाल यांच्या आदेशानुसार व नावाने.

Gajanan Wasudev Gawande

Digitally signed by Gajanan Wasudev Gawande
DN: c=IN, o=Government Of Maharashtra, ou=Skill Development And Entrepreneurship Department, postalCode=400032, st=Maharashtra,
2.5.4.20=598b4111a7392ee0c9038cf4c426c1f9ef65d75e9ac67ec77c38a9c5895cc932,
serialNumber=92cce2bddffe9d1b98d5b31109f5f81e224273580cfca2f478d921078212cf69, cn=Gajanan Wasudev Gawande
Date: 2018.06.13 12:20:21 +05'30'

(गजानन वा. गावंडे)
अवर सचिव, महाराष्ट्र शासन

प्रत,

१. मा.राज्यपालांचे सचिव, राजभवन, मलबार हिल, मुंबई,
२. मा.मुख्यमंत्री यांचे प्रधान सचिव, मंत्रालय, मुंबई,
३. मा.मंत्री, कौशल्य विकास व उद्योजकता यांचे खाजगी सचिव, मंत्रालय, मुंबई,
४. मा.राज्यमंत्री, कौशल्य विकास व उद्योजकता यांचे खाजगी सचिव, मंत्रालय, मुंबई,
५. मा.विरोधी पक्षनेता, विधानपरिषद/विधानसभा यांचे खाजगी सचिव, महाराष्ट्र विधानमंडळ सचिवालय, मुंबई,
६. सर्व विधानपरिषद/विधानसभा सदस्य, महाराष्ट्र विधानमंडळ, मुंबई,
७. मा.मुख्य सचिव, महाराष्ट्र शासन, मंत्रालय, मुंबई,
८. डॉ.रघुनाथ माशेलकर, वरिष्ठ शास्त्रज्ञ, CSIR, नॅशनल केमिकल लॅबोरेटरी, पाषाण रोड, पुणे-४११००८,
९. श्री.रतन टाटा, अध्यक्ष, टाटा ट्रस्ट, मुंबई,
१०. श्रीमती किरण मुजुमदार-शॉ, अध्यक्ष तथा व्यवस्थापकीय संचालक, बायोकॉन लिमिटेड, बंगळुरू, कर्नाटक,
११. प्रधान सचिव/सचिव, विज्ञान व तंत्रज्ञान विभाग, भारत सरकार,
१२. अतिरिक्त मुख्य सचिव/प्रधान सचिव/सचिव, वित्त विभाग, मंत्रालय, मुंबई,
१३. अतिरिक्त मुख्य सचिव/प्रधान सचिव/सचिव, नियोजन विभाग, मंत्रालय, मुंबई,
१४. अतिरिक्त मुख्य सचिव/प्रधान सचिव/सचिव, कृषी विभाग, मंत्रालय, मुंबई,
१५. अतिरिक्त मुख्य सचिव/प्रधान सचिव/सचिव, उद्योग विभाग, मंत्रालय, मुंबई,
१६. अतिरिक्त मुख्य सचिव/प्रधान सचिव/सचिव, ग्रामिण विकास विभाग, मंत्रालय, मुंबई,
१७. अतिरिक्त मुख्य सचिव/प्रधान सचिव/सचिव, नगर विकास विभाग, मंत्रालय, मुंबई,
१८. अतिरिक्त मुख्य सचिव/प्रधान सचिव/सचिव, सार्वजनिक आरोग्य विभाग, मंत्रालय, मुंबई,
१९. अतिरिक्त मुख्य सचिव/प्रधान सचिव/सचिव, उच्च व तंत्र शिक्षण विभाग, मंत्रालय, मुंबई,
२०. अतिरिक्त मुख्य सचिव/प्रधान सचिव/सचिव, माहिती तंत्रज्ञान संचालनालय, मंत्रालय, मुंबई,
२१. सचिव, कौशल्य विकास व उद्योजकता विभाग, मंत्रालय, मुंबई,
२२. आयुक्त, कौशल्य विकास, रोजगार व उद्योजकता संचालनालय, कोकण भवन, सी.बी.डी. बेलापूर, नवी मुंबई,

२३. आयुक्त, कौशल्य विकास, रोजगार व उद्योजकता तथा सदस्य सचिव, महाराष्ट्र राज्य नाविन्यता सोसायटी, मुंबई.
२४. मुख्य कार्यकारी अधिकारी, महाराष्ट्र राज्य कौशल्य विकास सोसायटी, मुंबई.
२५. सदस्य सचिव, राजीव गांधी सायन्स ॲण्ड टेक्नॉलॉजी कमिशन, मुंबई,
२६. कुलगुरु, मुंबई विद्यापीठ, मुंबई,
२७. कुलगुरु, डॉ.पंजाबराव देशमुख कृषि विद्यापीठ, अकोला,
२८. कुलगुरु, महाराष्ट्र पशु आणि मत्स्यविज्ञान विद्यापीठ, नागपूर,
२९. कुलगुरु, महाराष्ट्र आरोग्य विज्ञान विद्यापीठ, नाशिक,
३०. कुलगुरु, इन्स्टिट्यूट ऑफ केमिकल टेक्नॉलॉजी (ICT), मुंबई,
३१. अध्यक्ष, इंडियन मर्चंटस् चेंबर, मुंबई,
३२. अध्यक्ष, कॉन्फिडरेशन ऑफ इंडियन इंडस्ट्री, मुंबई,
३३. संचालक, इंडियन इन्स्टिट्यूट ऑफ सायन्स एज्युकेशन ॲण्ड रिसर्च (IISER), पुणे,
३४. संचालक, इंडियन इन्स्टिट्यूट ऑफ टेक्नॉलॉजी (IIT), मुंबई,
३५. संचालक, विश्वेश्वरय्या नॅशनल इन्स्टिट्यूट ऑफ टेक्नॉलॉजी (VNIT), नागपूर,
३६. संचालक, इंडियन इन्स्टिट्यूट ऑफ़ मॅनेजमेंट (IIM), नागपूर,
३७. संचालक, महाराष्ट्र हायब्रिड सिड्स कंपनी लिमिटेड (MAHYCO), जालना,
३८. श्री.दिनेश बाबुराव सूर्यवंशी, सहाय्यक प्राध्यापक, श्रीमती नरसम्मा हिरय्या एज्युकेशन ट्रस्टचे आर्टस, कॉमर्स व सायन्स महाविद्यालय, किरण नगर, अमरावती,
३९. महालेखापाल (लेखा व अनुज्ञेयता-१), महाराष्ट्र, मुंबई,
४०. महालेखापाल (लेखा व अनुज्ञेयता-२), महाराष्ट्र, नागपूर,
४१. महालेखापाल (लेखा परीक्षा-१), महाराष्ट्र, मुंबई,
४२. महालेखापाल (लेखा परीक्षा-२), महाराष्ट्र, नागपूर,
४१. अधिदान व लेखा अधिकारी, मुंबई,
४२. निवासी लेखा परीक्षा अधिकारी, मुंबई,
४३. सर्व जिल्हा कोषागार अधिकारी.
४४. सर्व विभागीय आयुक्त,
४५. सर्व जिल्हाधिकारी,
४६. सर्व मुख्य कार्यकारी अधिकारी,
४७. संचालक, व्यवसाय शिक्षण व प्रशिक्षण संचालनालय, महाराष्ट्र राज्य, मुंबई.
४८. सहसंचालक, व्यवसाय शिक्षण व प्रशिक्षण, प्रादेशिक कार्यालय, मुंबई/पुणे/नाशिक/औरंगाबाद/अमरावती/नागपूर,
४९. उपसंचालक, विभागीय मुख्यालय, कौशल्य विकास, रोजगार व उद्योजकता, मुंबई/पुणे/नाशिक/औरंगाबाद/अमरावती/नागपूर,
५०. निवड नस्ती.

परिशिष्ट-अ

Guidelines: Establishment and Expansion of Incubators

MAHARASHTRA STATE INNOVATIVE STARTUP POLICY 2018

Maharashtra State Innovation Society (MSInS)

GOVERNMENT OF MAHARASHTRA - WWW.MSINS.IN

1. BACKGROUND

1.1. On January 17, 2018, the **Government of Maharashtra** approved the *Maharashtra State Innovative Startup Policy 2018* with the vision of transforming Maharashtra by catalysing the growth of an innovation-driven entrepreneurial ecosystem to achieve wholesome and inclusive socioeconomic development.

1.2. Business incubation of early-stage enterprises has been globally recognized as an important tool for economic development and job creation.

1.3. The **Maharashtra State Innovation Society (MSInS)** proposes to establish business incubators across the state as per the following guidelines.

2. OBJECTIVES

To build a vibrant startup ecosystem by establishing (and expanding) a state-wide network of business incubators – in collaboration with industry and academia – to foster the startup ecosystem and to enable entrepreneurs to succeed in their pursuits.

3. FUNCTIONS OF INCUBATORS

3.1. To reduce the probability of failure of early-stage enterprises through handholding of the enterprises.

3.2. To establish regional, national and global market linkages including a network of mentors to enable sustainability and scale for startups under incubation.

3.3. To provide a platform for commercialization of technologies developed by academic, technical and/or research institutions or even individuals.

3.4. To provide physical and virtual infrastructure, as well as cost-effective value added services such as mentorship, legal, financial, technical and intellectual property related services, to startups.

3.5. To build and maintain a pipeline of incubatees (i.e. startups).

3.6. To engage the wider startup community by organizing networking meet-ups, mentor lunches, demo days, training workshops etc.

3.7. To assist and nominate their incubates for availing various benefits extended to startups under the Maharashtra State Innovative Startup Policy 2018.

4. WHO CAN APPLY?

4.1. Applicants may belong to any of the four categories:

- **Category-I** : Publicly funded (fully or partially) academic and/or research institutes (State or Central) **OR** State/Central Government agencies, bodies and/or corporations.
- **Category-II** : Private academic and/or research institutes/Non-profit organisations/Industry associations.
- **Category III** : Private for-profit organisations
- **Category IV** : A consortium of organisations from Category I, II and Category III with the Category I and/or II institution being the Host Institution.

4.2. Applicants shall be required to incorporate the incubators as a Special Purpose Vehicle (SPV) registered as either a "Section 8 Company" or a "Private Limited Company" under *The Companies Act, 2013*. Applicants shall not be permitted to register the incubator as a "Society" or "Trust".

4.3. Organisations seeking to expand existing incubation facilities shall be required to register the incubator as a "Section 8 Company" or a "Private Limited Company" in case it is not already.

4.4. Expressions of Interest for the setting up incubators would be sought from applicant online on the **MSInS** portal i.e. www.msins.in/incubators in accordance with Proforma-I.

5. FUNDING SUPPORT

5.1. Successful applicants would receive a grant-in-aid to set up the incubator for a maximum period of 5 years to cover capital and operational expenditures.

5.2. Category-I Incubators

5.2.1. Applicants shall receive a grant-in-aid of up to 100% of the total eligible project cost i.e. capital and operational expenditure, up to a maximum of INR 5 crore.

5.2.2. Applicant must present a Budget Plan detailing all components of the project costs including those not eligible for funding.

5.2.3. Each tranche of the grant shall be disbursed in phased manner as per the budget plan approved by expert committee set up by **MSInS**.

5.2.4. The institutes and authorities of repute classified under this category may directly be nominated by the MSInS for setting up of an incubator.

5.2.5. The applicants under this category can bring on board other knowledge partner and promoters.

5.3. Category-II Incubators

5.3.1 Applicants shall receive a grant-in-aid of up to 75% of the total eligible project cost i.e. capital and operational expenditure, up to a maximum of INR 5 crore.

5.3.2 Applicant must present a Budget Plan detailing all components of the project costs including those not eligible for funding.

5.3.3 Each tranche of the grant shall be disbursed in phased manner as per the budget plan approved by expert committee set up by **MSInS**.

5.3.4 Each tranche of the grant-in-aid shall be disbursed in phased manner as per the budget plan approved by expert committee set up by **MSInS** only after the Applicants provides proof of matching 25% contribution.

5.4. Category-III Incubators

5.4.1 Applicants shall receive a grant-in-aid of up to 50% of the total eligible project cost i.e. capital and operational expenditure, up to a maximum of INR 5 crore. The MSInS shall hold a minimum 26% equity stake in the SPV, the equity share of MSInS will increase in proportion to its to contribution till a maximum of 49%.

5.4.2 Applicant must present a Budget Plan detailing all components of the project costs including those not eligible for funding.

5.4.3 Each tranche of the grant shall be disbursed in phased manner as per the budget plan approved by expert committee set up by **MSInS** only after the applicant provides proof of matching 50% contribution.

5.4.4 Rental value of building as per fair market value or as per registered lease agreement shall be considered an eligible project cost.

5.5. Category-IV Incubators

5.5.1 Applicants shall receive a grant-in-aid of up to 75% of the total eligible project cost i.e. capital and operational expenditure, up to a maximum of INR 5 crore.

5.5.2 Applicant must present a Budget Plan detailing all components of the project costs including those not eligible for funding.

5.5.3 Each tranche of the grant-in-aid shall be disbursed in phased manner as per the budget plan approved by expert committee set up by **MSInS** only after the Applicants provides proof of matching 25% contribution.

5.6. For scaling up of existing incubators with a demonstrated history of facilitating startups, a capital assistance grants of up to INR 5 crore shall be provided. The matching contribution would be required to be made by the applicant depending on the category (Ref. 4.1) of the applicant. The MSInS may choose to disburse the grant in a phased manner on the basis of budget plan provided by the applicant.

5.7. Applicants shall not include the following elements towards the project cost;

5.7.1. Cost of purchasing land and purchase of vehicles.

5.7.2. Cost of building for category III applicants.

5.7.3. Rental expense in case the Applicant is an academic and/or research institute and the incubator is located on the premises of said institution.

5.7.4. Cost of fees paid to any external agency and/or consultancy for the preparation of the application.

5.7.5. Expenses such as SPV registration charges, seed money for bank accounts and other such similar expenses for the incorporation of the SPV.

5.7.6. Monetisation of any notional and/or opportunity costs.

6. ELIGIBILITY

6.1. Applicants must provide at least 5,000 sq. ft. of built up space, failing which it must demonstrate its ability to incubate at least 10 startups at any given time.

6.2. Applicants from category I, II & IV seeking grants to constructing an incubator building must have an identified plot of land on campus or otherwise.

6.3. Applicants seeking to expand incubation facilities must have incubated at least 25 startups in the three years prior to application.

6.4. Applicants must have an assigned CEO (or equivalent) with adequate credentials to lead the administration of the incubator, or must demonstrate an intent to appoint one within three months.

6.5. Applicants must have a Full-time Manager (or equivalent) to handle the operations of the incubator, or must demonstrate an intent to appoint one within three months.

6.6. Applicants must demonstrate its ability to establish market linkages that shall fuel the growth of startups under incubation.

6.7. Applicants that are academic and/or research institutions must provide startups access to their laboratories, workshops and other such facilities at rates mutually agreeable to both parties.

7. SELECTION CRITERIA

7.1. The following parameters shall be evaluated during the selection process:

7.1.1. Business Plan

7.1.2. Leadership Team

7.1.3. Sector Expertise

7.1.4. Market Linkages

7.1.5. Infrastructure

7.2. Business Plan

In accordance with Annexure II, the Budget Plan must detail how the applicant intends to achieve self-sustainability after five years, at which point grants from the **Government of Maharashtra** shall cease.

7.3. Leadership Team

7.3.1. The credentials of the CEO, the Manager and other members of the Leadership Team shall be taken into consideration, in particular their academic and professional experiences suited to the startup space.

7.3.2. The credentials of the Board of Directors shall also be taken into consideration.

7.4. Sector Expertise

7.4.1 Applicants must demonstrate expertise in [at least one] and [up to three] sector(s) and/or focus area(s). This condition may be relaxed for incubators catering to social impact startups.

7.4.2 Preference to be given to incubators aligning with wider economy of the region.

7.5 Market Linkages

7.5.1. Applicants must demonstrate its ability to establish market linkages that shall fuel the growth of startups under incubation.

7.5.2. Applicants may furbish Letters of Intent for collaboration with relevant business, academic or Government in order to strengthen their case.

7.6 Infrastructure

7.6.1 Factors such as physical and virtual infrastructure provided to startups under incubation and the proximity of the physical space to business centres shall be taken into consideration.

7.6.2 In case of academic and/or research institutions, Applicants providing startups access to laboratories, workshops and other such facilities at reasonable rates shall be given preference.

7.7 For Applicants looking to expand existing facilities, the number of startups incubated, the number of startups with successful exits, and testimonials from former incubatees will be taken into consideration.

7.8 The **MSInS** shall do the evaluation of Applicants with highest potential of success. Subsequently, the applicants will be required to make a presentation detailing their proposals to the **MSInS**.

8 IMPLEMENTATION

8.1. Successful Applicants who's Business Plan is approved by the **MSInS**, would receive grants-in-aid as per the approved business plan.

8.2. Incubators receiving aid under this scheme are required to submit progress reports semi-annually and audited statements annually, failing which further grants-in-aid may be rescinded at the discretion of the **MSInS**.

8.3. Incubators may be called to make a presentation to the **MSInS**, at most once a year, to discuss their performance.

8.4. For Category I incubators, no member of the management team may receive a compensation of greater than INR 3 lakh per month (inclusive of bonus) shall obtain prior consent from the **MSInS**.

8.5. Incubators are expected to develop a transparent system for selection of startups, who must conform to the Definition of a startup as stated in the *Maharashtra State Innovative Startup Policy 2018*. The following criteria needs to be taken into consideration by the incubators supported by MSInS for selecting the startups.

- Unique Value Proposition
- Scope of Impact
- Leadership Team
- Technology Advantage
- Sustainability and Scalability

8.6. The incubators shall expend minimum 10% of their grants for direct assistance to startups though provision of seed funding / stipends / fellowships to the startups incubated over the period of five years, preferably from the very first year of securing the grant.

8.7. Incubators are expected to maintain an online presence which would include a website containing details of the startups under incubation, members of the incubation management and a means to engage with the startup community. This shall be integrated with the MSInS web portal.

PROFORMA-I

Online Expression of Interest from Prospective Incubators

To

Chairman,

Maharashtra State Innovation Society (MSInS)

Date:* DD MM YY

Subject:* Expression of Interest to set up incubator under

- Category I
- Category II
- Category III
- Category IV

Dear Sir/ Madam,

(Name of Institute/Organisation) hereby expresses its interest in partnering with the **Maharashtra State Innovation Society** for setting up / expansion of incubation facility in the state of Maharashtra.

Please find attached document containing a detailed proposal* for setting up of an incubator in Maharashtra.

Upload Document [up to 5 pages]:* Browse Upload

Regards,

(Name of Point of Contact)

(Designation)

(Email) (Contact No.)

*The proposal must highlight important features like – incubation space planned no. of patents, intent of support from other knowledge partners, sector specific strengths of host institute / organisation, no. of patents, any investment commitment, any prominent personnel on board etc.